

VACANCY ANNOUNCEMENT

(Announcement Number: 11-08)

The American Embassy in Kathmandu is seeking an individual for the position of Medical Technician (Laboratory) for the Medical Unit.

OPEN TO: All Interested Candidates

POSITION: Medical Technician (Laboratory), FSN – 8; FP-6

OPENING DATE: April 30, 2011

CLOSING DATE: May 14, 2011

WORK HOURS: Full-time; 40 hours/week

NOTE: ALL ORDINARILY RESIDENT APPLICANTS MUST HAVE THE REQUIRED WORK AND/OR RESIDENCY PERMITS TO BE ELIGIBLE FOR CONSIDERATION.

BASIC FUNCTION OF THE POSITION

The incumbent provides a full range of laboratory technician services to the Mission employees. The incumbent collects and processes laboratory specimens and performs wide variety of laboratory tests necessary for the accurate diagnosis, care and treatment of patients. The incumbent orders and maintains inventory of laboratory reagents and supplies and performs any other duties as assigned.

QUALIFICATIONS REQUIRED

NOTE: All applicants must address each selection criterion detailed below with specific and comprehensive information supporting each item.

1. Completion of Secondary School is required. In addition, completion of technical training of at least two years in a school authorized for training of medical laboratory technicians is required.
2. At least two years of experience as a professional and qualified laboratory technician in a reputable hospital or medical laboratory is required.
3. Level IV (Fluent) speaking/reading/writing English is required. Level IV (Fluent) speaking/reading/writing Nepali is required.
4. Thorough knowledge of laboratory procedures, tests and techniques is required. Good knowledge of infectious diseases and common ailments including viral, parasitic, bacteriological, algae, fungal, and food/waterborne diseases found in the South Asia region is required.
5. The ability to operate various laboratory equipment such as Chemistry Machine, Quick Blood Count Machine, Incubator and Centrifuge is required.

The ability to perform calibration/functional checks of laboratory equipment and troubleshoot technical problems is required. Must have proficiency in parasitology, urinalysis, bacteriology, hematology and chemistry. The ability to use various Windows-based computer applications is required.

TO APPLY

Interested applicants for this position must submit Universal Application for Employment (UAE) as a Locally Employed Staff or Family Member (DS-174) or a current resume or CV that provides all information as found in the DS-174, and copies of supporting documentation (e.g. awards (if any), education certificates, etc) that address the qualification requirements of the position. The DS-174 can be downloaded from the US Embassy website:

http://nepal.usembassy.gov/about_the_embassy/job-opportunities.html

SUBMIT APPLICATION TO (Please clearly mark your envelope as “Application for Medical Technician (Laboratory)”))

Human Resources Office
G.P.O. Box 295
Kathmandu, Nepal

Or via email: recruitktm@state.gov

**AN EQUAL OPPORTUNITY EMPLOYER
WOMEN ARE EQUALLY ENCOURAGED TO APPLY**

Also visit us at:

http://nepal.usembassy.gov/about_the_embassy/job-opportunities.html